

- **Correction in the Handbook:**
 - 23-Jun-2019, Sunday is given as a working day. Its a holiday
 - 07-July-2019, Sunday is given as a working day. Its a holiday
 - 15-August-2019, Independence Day is not marked as holiday. It is a holiday.
 - 23-August-2019, Sreekrishna Jayanthi is not marked as holiday. It is a holiday.
- Hope you have already done the following:
 - Filling the Personal Data pages
 - Filling the temporary ID Card
 - Mode of transport is clearly mentioned in the temporary ID card and in the handbook.
 - Naming of the articles that are brought to school
 - Linking the federal bank account with the fee payment system by submitting the declaration form.
- Student must be send to school in full uniform. Use black sandals during the rainy season, slippers not allowed.
- Please send a spare dress in a named plastic cover next day itself if you haven't send it.
- Please send a single line and four line 200 page notebook with name, class and division on it latest by 14-June-2019.
- Please maintain separate files at home for English Malayalam, Hindi (after Onam) and Mathematics. Please train the students to file the papers properly.
- Send the school file regularly to school.
- You are allowed to send snacks like biscuits, nuts, dry fruits, bread and bun to school.
- Your special attention to the following is expected:
 - Acknowledging the diary notes. Parents please use blue or black ink pen to convey handbook messages.
 - Marking the Records of Leave in the handbook pages 120-121.

- Entering through the gate near UP school and existing through the gate near cricket pitch in the morning.
- Entering through the gate near the cricket pitch in the afternoon (after 12 noon) and existing through the gates near UP school.
- Parents must inform the class teacher through the school handbook regarding the medicines and special attention.
- If there is any medication, please give the description in detail through the handbook. Please don't send the medical prescription.
- Fish is prohibited. Please send spoon and towel for lunch.
- All fancy items are prohibited. Please pay attention to pencil box, scale, rubber, ... Please don't send sharpeners.
- Boy students have to maintain formal hair cut and girls must use black hair band. Loosen hair of girls students not expected.
- Dates of Onam Vacation, Christmas Vacation and Summer Vacation will be finalized after the publication of the Education Calendar of the Education Department of Kerala Government.
- On the day of the birthday of your ward, you are free to send your ward to school in decent colour dress. Chocolate, cake and such junk foods are prohibited. You can send peanut candy or sesame candy. If you wish to contribute to the charity box on the day of your ward's birthday, please send your contribution in an envelop with the name, class and division written on it.
- If there is change in the mode of transport, it must be informed through the school handbook.
- Parents are not allowed to take the students directly from the school without informing the school office.
- Parents of those students who are using the school buses must inform the office before 30 minutes of the end of session if the ward is to be detained in the school.
- Parents must avoid any form of personal gifts to principal, vice-principal, teachers or non-teaching staffs.
- It is strongly recommended that your ward memorizes the mobile number of both the parents to use in emergency.